



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY  
HEADQUARTERS 29<sup>TH</sup> INFANTRY DIVISION  
VIRGINIA ARMY NATIONAL GUARD  
9810 FLAGLER ROAD  
FORT BELVOIR, VIRGINIA 22060-5902**

S: 01 December 2012

NGVA-DIV-CS

02 November 2012

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Inspector General Announcement, V5KT0**

1. This vacancy announcement is for the position of Inspector General (IG)

a. Projected fill date: On or about 01 February 2013

b. Unit where vacancy exists: 29th Infantry Division, 9810 Flagler Road BLDG 268, Fort Belvoir, Virginia 22060

c. Female assignment eligibility: YES

d. Position MOS: 01A

e. Grade/Rank: O5/LTC

f. Eligibility Criteria:

(1) Open to officers in the grade of O5/LTC or officers in the grade of O4/MAJ who are eligible for promotion to O5/LTC. Applicants must be current members of the Virginia Army National Guard or the Maryland Army National Guard. If nominated, Maryland selectee must execute an interstate transfer (IST) to the Virginia Army National Guard.

(2) Military Technicians and AGR's are not eligible to apply.

(3) Must have a minimum of a Secret Security Clearance, or be eligible for an "Interim" Clearance as determined by the VaARNG State Security Manager (SSM).

(4) Must be a graduate of Intermediate Learning Education (ILE) with AOC or Command and General Staff College (CGSC).

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(5) Upon nomination, selectee must attend the first available IG qualification course, The Army Inspector School (TIGS). TIGS is a three week residence course offered at Fort Belvoir.

2. How to apply: Interested candidates must submit the documents listed below no later than **01 December 2012** to 29th Infantry Division, ATTN: MAJ John McLees, Deputy G1, **9810 Flagler Road, BLDG 268, Fort Belvoir, VA 22060** or email complete application to [john.mclees@us.army.mil](mailto:john.mclees@us.army.mil).

a. Memorandum requesting consideration from officer applying with reason why you want to be the Inspector General.

b. Memorandum of Endorsement from the first O-6 in chain of command.

c. DA Photo Within two years; photo must reflect current rank, awards/ribbons; (if the award/ribbon is on your DA photo, it must be reflected on your ORB).

d. Last three DA FORM 705 (APFT), to include the most current being within the past 12 months. Ensure the DA FORM 705 reflects Height / Weight, GO / NO GO and include DA Form 5500-R/5501-R, Body Fat worksheet, if applicable.

e. DA Form 5500-R/5501-R, Body Fat worksheet within 15 days. All applicants must complete this requirement.

f. MEDPROS printout indicating Periodic Health Assessment is current.

g. DA Forms 67-9 (OERs), for the past ten years (Must be electronically profiled or certified true copy; UIC, CMD Code and PSB Code must be filled out for Part I; Gaps, overlaps, or non-rated periods must be explained in Memorandum format).

h. Officer Record Brief.

i. Most recent DA 1059 (indicating highest military education completed).

3. Point of contact is MAJ McLees at 703-805-3429.

COFFIN, WILLIAM JOHN 1009128219

WILLIAM J. COFFIN  
COL, GS, VaARNG  
Chief of Staff